

**Strategic Prevention Framework State Incentive Grant
(SPF SIG)
Executive Committee Meeting
April 17, 2007**

MINUTES

PRESENT:

Welcome

Jason Hutchens initiated introductions and called meeting to order.

Minutes

Jason Hutchens asked for a review of the minutes. Eric Wright's name was asked to be added to the list of DMHA staff present. Minutes were approved.

Project Overview

Kim stated that workgroup updates will cover the project overview. Dave Bozell was asked to introduce April Angermeier, the new Special Projects Coordinator for DMHA. Kim gave an overview of his experience at the Central CAPT quarterly meeting and stated that Indiana's Epidemiological Profile was ahead of most states represented. Kim asked each Workgroup Chair to give reports on their activities.

Finance: Tom Turvey- SPF started paying on the Fairbanks contract. Carryover request for transfer of money from year one to year two is in process- no setbacks are expected.

Workgroup Updates

Training and Outreach: Paula Parker-Sawyer- Reminded committee of the MVOV conference taking place on May 1st and 2nd. SPF SIG will have a track at the conference and some workgroup members are reviewing submitted presentation proposals. Once SPF SIG grantees are identified, the workgroup will develop a profile of each grantee to aid in developing necessary trainings. The next workgroup meeting is May 1st.

Evaluation: Bob Levy- Briefly discussed the community survey. 900 surveys were mailed and 340 useable surveys were returned. A report on the results will be ready for the next meeting. Some concerns were expressed about the evaluation needs for grantees. SPF SIG meeting evaluations are being reviewed. The workgroup has plans to conduct a survey on the SPF SIG process as a whole and focus on the needs of all communities- expanding beyond the communities that submitted grant applications. The workgroup discussed obtaining feedback from community consultants.

Cultural Competency: Maggie Lewis- Not much to report. First meeting is April 18th at 2pm. Many groups (age, gender, race, religion) will be represented at the meeting. Marcia initiated a conversation with Mark about the meeting and obtained approval.

SEOW: Eric Wright- Workgroup has updated all the information they can for the 2007 profile. It may be the end of summer before all necessary information is available which will delay publication to possibly October. Pieces of data can be accessed on the web and through “issue briefs” as it becomes available. Workgroup is making efforts to increase availability of information about SEOW with presentations and abstracts.

Grant Review: Jeff Barber- An overview of the grant review process was given to committee members. They have finalized the review process and scoring method. Only 3 EPRs have not responded with recommendations/suggestions. There is a meeting in place (Monday, April 23rd) to discuss, review, and rank the applications. Workgroup wants to ensure that programs are accepted from all focus areas (meth, cocaine, alcohol.) On May 1st, chosen applications will be presented to GAC for approval/endorsement. Conflicts of interest in the review and approval process to be addressed by ethics board. Some confusion about who has the “final say” was apparent.

Grant Review Process Summary: Applicants are scored by GRW, highest ranked applications are taken to GAC for approval, grantees are selected and sent to Cathy for approval, chosen applications endorsed by Cathy are sent to DOA for contract approval

Contracting Update

Youth/Young Adult Advisory Council: Marcia French- The contract has been written up with no stipulations. Some adjustments were made to the mission and goals of the Council. A move away from collection of UCR data and toward youth mapping was discussed in the Training and Outreach workgroup meeting. The focus of the council is on two age groups, 14-18 and 18-21. The goal is to teach youth about SPF. The council is awaiting approval from Mark and the Governor’s office.

Agenda for May 1

Motion made for GAC meeting. It will be a morning meeting (9 or 9:30.) Some concern was raised about the required attendance for a quorum to approve applications- considering situations where there is a conflict of interest. A suggestion was made that the endorsements come before other items on the agenda.